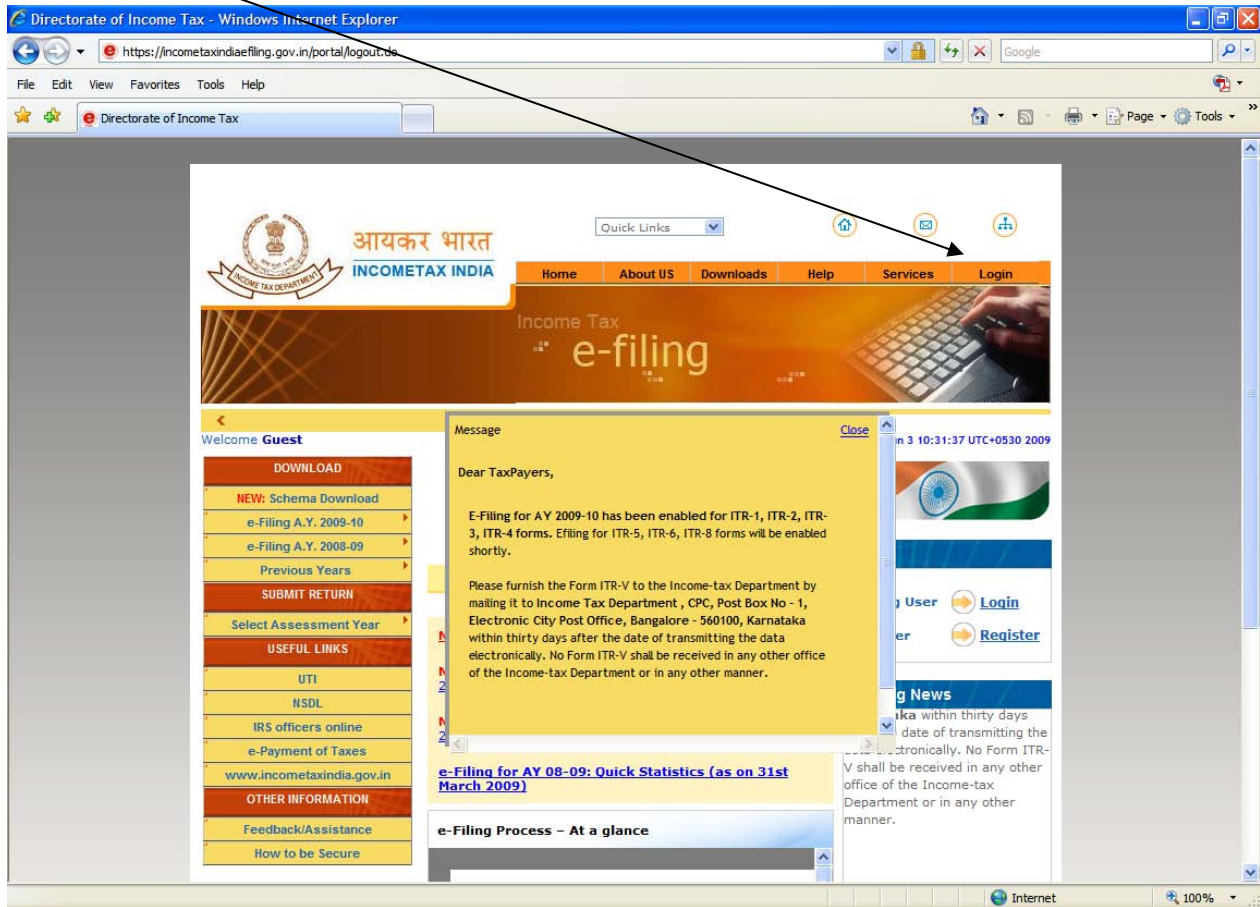


## STEP 1:

Open Income Tax website - <https://incometaxindiaefiling.gov.in/portal/index.do> in Internet Explorer  
Click on the "Login" tab to continue



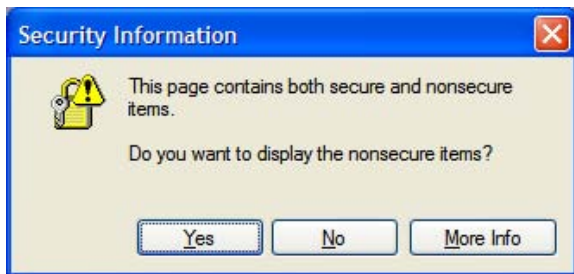
## STEP 2:

Registered Users should enter their **User ID** (usually PAN No.) and **password** and click **Login**



### STEP 3:

On the Login Page, click on **My Account** and select **Update Digital Certificate**



Click **YES** and **RUN** on the following prompts:

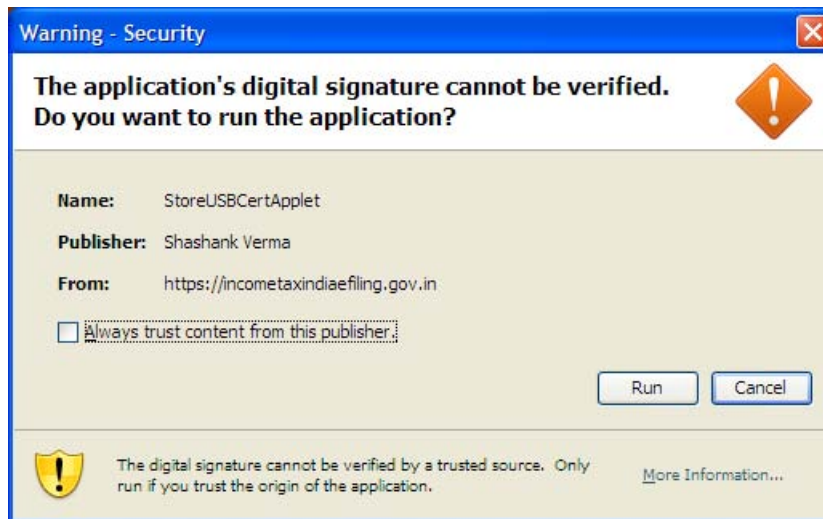


## STEP 3:

Choose the option "Upload your .pfx file" and click on **Select Your .PFX File Certificate** button



Click **RUN** on the following prompt:



## STEP 4:

Click on **Browse** button and locate the .pfx file from your PC and then enter the password of the Signature and click **Sign**



Following message will appear.



Press OK and proceed for further registration by clicking the **Register** button



## NOTE:

- ❖ New users should first get themselves register at Income Tax site, update their Digital Certificate as per steps given above and then file their returns.
- ❖ Users having their Digital Certificates in (.PFX file format) should choose the option "Upload your .pfx file" and register (ensure to locate the correct PFX file for Certificate and it must be password protected)